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20 MAR 1980

MEMORANDUM FOR: Deputy Director for Administration
FROM: [REDACTED] Acting Director of Security
SUBJECT: Office of Security Significant Activities
Week of 13 March 1980 (U)
REFERENCE: DDA Administrative Instruction No. 74-5

OS REGISTRY
FILE Reports S

1. This memorandum is for information only. (U)
2. The activities of the Office of Security during the week of 13 - 19 March 1980 were highlighted by the following items:

a. On 16 March, a representative of the Office of Security left for [REDACTED] in response to a specific request from the Chief of Station. The request cited the need for a security specialist to be on the scene to assist in an evaluation of the state of preparedness at the Station [REDACTED] to meet a potential threat to our personnel. (S)

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c. During the reporting period, guidelines for the Agency's annual Occupational Safety and Health Report were received from the Secretary of Labor. Preparation of the report by the Safety Group has begun. Another activity of the Safety Group solved the mystery of the disappearing panels in the South Cafeteria. A safety evaluation established that, with modifications, the panels did not present a hazard when hung. However, they are made of a combustible plastic that would

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create toxic fumes in the event of a fire. After consultation with the General Services Administration, the panels were removed. (U)

d. On 19 March, a representative of the Technical Security Division participated in a discussion of audio countermeasures equipment with the Director of the [redacted] (C)

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e. On 19 March, the External Activities Branch hosted a conference with [redacted] Security Awareness Briefing Officer, NSA, and representatives of the Central Cover Staff. [redacted] was informed of the nature and extent of briefings given NSA employees before travel abroad for [redacted]. It was determined that the substance of CIA and NSA briefings is similar, and it was arranged that the Office of Security would be provided with a copy of the security briefing outline used by [redacted] (C)

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f. On 19 March, the DDCI and his sister traveled to Florida to attend the funeral of the DDCI's step-mother. [redacted] will provide support relating to transportation of the DDCI and accommodations for his party. Return is scheduled for 23 March. (S)

g. [redacted] has provided [redacted] to assist in SE Division's surveillance training exercise which runs from 17 - 21 March 1980. (C)

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3. Projected Office of Security activity of possible interest at the Directorate level includes:

[redacted]

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[redacted]

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